



**Semi-Annual Report
on
Female and Minority Employment**

January 1 – June 30, 2009

**Personnel Cabinet
July 2009**



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Steven L. Beshear
Governor

PERSONNEL CABINET

501 High Street, 3rd Floor
Frankfort, Kentucky 40601
Phone (502) 564-7430
Fax (502) 564-7603
www.personnel.ky.gov

Nikki R. Jackson
Secretary

July 30, 2009

The Honorable Steve Beshear
Governor, Commonwealth of Kentucky
The Capitol Building
Frankfort, Kentucky 40601

Dear Governor Beshear:

In accordance with KRS 18A.138, I am submitting to you the enclosed semi-annual report on Female and Minority Employment for the six month period of January 1, 2009 through June 30, 2009. This report reflects the Executive Branch minority and female employment utilization statewide and by individual cabinet and/or agencies.

On July 1, 2004, the long-term hiring goal for minorities was raised from 7.51% to 10%. The long-term hiring goal for females was maintained at 52.42%, as established in June 1996. Through these goals your Administration continues its focus on increasing representation in employment by race, ethnicity and gender.

The data for this reporting period reflects mixed results toward these goals. The total number of state employees as of June 30, 2009, was 31,848. The statewide percentage attained as of June 30, 2009, was 8.74% for minorities and 48.89% for females.

The Personnel Cabinet, the Cabinet for Health and Family Services, and the Cabinet for Economic Development have exceeded the overall goals for both minority and female employment. The Education Cabinet, Labor Cabinet and General Government Cabinet have exceeded the overall goals for female employment.

The Personnel Cabinet, through its Office of Diversity and Equality, is committed to assisting all agencies to achieve their goal of creating and maintaining a diverse workforce.

Sincerely,

Nikki R. Jackson, Secretary

Enclosure: Semi-Annual Report January 1, 2009 - June 30, 2009

STATEMENT OF PURPOSE

Office of Diversity and Equality

The Office of Diversity and Equality, in the Commonwealth of Kentucky's Personnel Cabinet, is committed to ensuring greater diversity within state government. Kentucky Revised Statute 18A.138 (4) directs the Personnel Cabinet to produce a Semi-Annual Report on Minority and Female Employment in order to provide state officials with a progress assessment of the Commonwealth's Affirmative Action Plan. The data in this report reflects the degree of workforce diversity within state government.

The Affirmative Action Plan of the Commonwealth of Kentucky provides the state with utilization goals for female and minority employment. Currently, these goals are set at 52.42% and 10%, respectively. The purpose of this Semi-Annual Report on Female and Minority Employment is to provide a snapshot of workforce realities in comparison to the established utilization goals.

The Commonwealth of Kentucky's commitment to Affirmative Action and equal employment opportunities is a work in progress. This report identifies the complex status of affirmative action goals within state government: a stagnation in the number of cabinets meeting or exceeding goals, a few cabinets making substantial progress towards goals, as well as cabinets currently in decline.

The Office of Diversity and Equality produces this report, as well as diversity and EEO training for the various cabinets, in order to promote and sustain a workforce that reflects the diversity found within the Commonwealth. Success in securing a diverse workforce is a legal, economic and moral imperative. This report should allow the various cabinets to assess their plans for the recruitment, retention and promotion of minorities and women.

Report Structure & Methodology

Customer Information Control System (CICS), the Commonwealth's payroll system, provides the employment data found within this Semi-Annual Report on Minority and Female Utilization. The data is broken down into three groups: total employment, minority employment and female employment.

Within this report, one will find both written and graphic descriptions of the data provided by CICS, beginning with an overview of the statewide progress, followed by a snapshot of minority and female utilization numbers for the various cabinets.

Notes on Reading the Utilization Tables

1.) The Commonwealth Utilization Table (page 9) consists of twelve columns. The column categories are abbreviated to provide maximum use of space on the pages that follow. The categories found on the Commonwealth Utilization Table, from left to right, are (abbreviations used in report in parenthesis):

- Job Category
- Total Number of Employees (TOT EMPS)
- Number of Minorities Employed (MIN)
- Percentage of Minorities in the Total Workforce (% MIN)
- Minority Utilization Average for All Employers in the State (STATE MIN AVG)¹
- Projected Minority Utilization Goal (MIN PROJ % Goal)
- Number of Females Employed (FEMALE EMPS)
- Percentage of Females in the Total Workforce (% FEMALE)
- Female Utilization Average for All Employers in the State (STATE FEMALE AVG)
- Projected Female Utilization Goal (FEM PROJ %)
- Number of Minority Hires Needed to Reach Utilization Goals
(# MIN NEEDED)
- Number of Female Hires Needed to Reach Utilization Goals
(# FEMALES NEEDED)

2.) The middle rows found on the Commonwealth Utilization Table represent the EEO Job Categories found within state government. There are nine possible categories (for a description of each EEO Job Category **SEE APPENDIX I.**)

3.) The bottom three rows provide totaled information for overall analysis. These bottom rows are:

- TOTAL (the sum of all data found in the various columns for each EEO job category)
- DECEMBER '08 TOTAL (the total from the previous reporting period)
- CHANGES (the differences (+/-) between the current total and the total from the previous reporting period)

4.) Color coding is used to highlight certain useful information for readers.

- Green (utilization goal met)

Cabinet Utilization Tables

Also included in this report are snapshots of the overall minority and female utilization numbers for each cabinet. These tables include the basic information provided by the CICS reports

¹ These statewide utilization averages for all employers (public and private) have been taken from the 2000 Census Bureau website. The 2000 Census defines the labor pool to include individuals sixteen years and older. Although the Commonwealth of Kentucky requires one to be at least eighteen for employment, this is the most comprehensive data on employment, by EEO category, available. The impact of including this data, which includes sixteen and seventeen year olds, on this analysis is unknown. One could assume that this particular age group would affect the numbers of certain EEO categories not included in this report, such as Sales Workers and Laborers & Helpers. This information is located on the EEO Data Tool Page of the US Census Bureau's website: www.census.gov/hhes/www/eeoindex/page_c.html (accessed 10/21/2008).

(including total employees, number minority and female employees and percentages, projected goals and the number of employees needed to meet these goals).

Analytical Framework for Readers

The analysis found within this report focuses on providing readers with a general overview of the status of the Commonwealth of Kentucky and its various cabinets on the employment of minorities and women. The numbers themselves give little room for interpretation when comparing employment realities with projected utilization goals. Therefore, this report also provides the utilization average of all employers within the state (public and private) to place the Commonwealth's numbers within the context of statewide workforce availability. Though the causes for underutilization cannot be fully articulated through the data and methodology used to compile this report, readers should use the statewide utilization average (for all employers, public and private) as a benchmark to analyze how the Commonwealth performs in relation to other employers.

Certain cabinets will have more difficulty reaching goals due to the limited qualifying availability within the labor pool of targeted populations for traditionally race or gender dominated positions. This does not excuse underutilization, but rather, provides the opportunity for innovation in recruitment and retention of minority and female employees in order to improve these numbers in a good faith effort (even if reaching the projected goal is not feasible).

For the purpose of this report, areas highlighted to indicate the achievement of utilization goals comply strictly with the percentages established to quantify full utilization.

COMMONWEALTH OF KENTUCKY WORKFORCE ANALYSIS

Overall Statewide Analysis

Between January 1 and June 30, 2009, the number of state employees has increased by 381 employees from 31,467 to 31,848.

1.) Minority Utilization

The percentage of minority utilization fell 0.15% during these six months from 8.89% to 8.74%.² The decrease in minority utilization is a continued trend beginning in June 2007. Unlike the previous reporting period, overall state employment has increased and underutilization cannot be attributed to a disproportionate number of minority held positions eliminated or vacated during the reporting period. This report shows that minorities are underrepresented in new hires, causing a negative impact on overall minority utilization. State government would need 403 minority held positions in order to meet overall minority utilization goals.³

2.) Female Utilization

In the last six months, the percentage of females employed by the Commonwealth of Kentucky has fallen 0.17%, from 49.06% to 48.89%.⁴ State government would need 1,126 female held positions in order to reach the goals for female utilization (an increase of 70 hires since December 2008).

3.) Climate Analysis

The current budget shortfalls within state government, in correlation with the current economic recession, may once again be a contributing factor to the recent decline in the Commonwealth's utilization numbers. Over the past year, the Commonwealth has experienced an exodus of workers into retirement. (Although employment is up in this reporting period, the last fiscal year has seen a deficit of 1,264 positions.) This, coupled with a hiring freeze for several state agencies (due to budget restraints), has created an environment not conducive for steady progress in attaining utilization goals for female and minority employment. There is no evidence to suggest that this decline is a result of policies pursued by the current administration or any of its agencies.

² See Minority Utilization Trend on page 15.

³ The number of individuals needed to meet state utilization goals are calculated to the highest ones place in order to provide a realistic number for reaching the state's utilization goals. The numbers in the utilization tables are not rounded in this manner, but are rounded only to the highest tenths place to reflect a more theoretical number needed to meet the utilization goals.

⁴ See Female Utilization Trend on page 16.

Commonwealth Analysis by EEO Category⁵

1.) Minority Utilization by EEO Category

As of June 30, 2009, the Commonwealth of Kentucky met minority utilization goals in the following EEO Categories: Groups 5 (Paraprofessionals) and 8 (Service Maintenance). The table for statewide utilization shows that the percentage for EEO Group 2 (Professionals) is very close to utilization – only 0.93% (or 146 individuals) away from the hiring goal. This group is well above the state average of 8.4%.⁶ The Commonwealth's utilization continues to be greater than the utilization average for all employers in the state in the EEO Groups 1 (Officials & Administrators), 2 (Professionals), 5 (Paraprofessionals) and 7 (Skilled Workers). The Groups that fall short of both utilization goals and the statewide average are Groups 3 (Technicians), 4 (Protective Service Workers), 6 (Office & Clerical), and 7 (Skilled Workers).

The minority utilization averages for all employers in the state serve as useful benchmarks to analyze state government's progress in these areas. However, though most of these averages also fall below 10%, it should not be inferred that the Commonwealth's utilization goals are not attainable. An increase in minority utilization within state government would provide an inclusive example for employers across the state. The Commonwealth's goal of 10% minority utilization may be attained through more targeted and disciplined recruitment techniques. With the fourth consecutive period of overall decline in minority utilization within state government, efforts to not only recruit, but retain minority employees are currently being implemented and under further development.

2.) Female Utilization by EEO Category

As of June 30, 2009, the Commonwealth of Kentucky continues to meet female utilization goals in the following EEO Categories: Groups 2 (Professionals), 5 (Paraprofessionals) and 6 (Office and Clerical). The categories that fall short of utilization goals are Groups 1 (Officials & Administrators), 3 (Technicians), 4 (Protective Service Workers), 7 (Skilled Workers) and 8 (Service Maintenance). The data does indicate that in the EEO Groups 1, 2, 5, 6, and 7, the Commonwealth's utilization of females is at a percentage greater than the statewide average for all employers.

The numbers for both state government and the state average for all employers suggest the workforce availability for certain EEO categories will provide substantial obstacles in achieving utilization goals. Factors like trends of interest, educational attainment, geographic location and the terms of employment should be considered. This seems especially true for Groups 4 (Protective Service Workers) and 7 (Skilled Workers), with average female utilization of 19.8% and 5.1% respectively. These two categories represent positions traditionally dominated by males.

⁵ For definitions of the EEO Job Categories please see **Appendix 1**.

⁶ The 2000 Census defines the labor pool to include individuals sixteen years and older. Although the Commonwealth of Kentucky requires one to be at least eighteen for employment, this is the most comprehensive data on employment, by EEO category, available. This information is located on the US Census Bureau's EEO Data Tool website: www.census.gov/hhes/www/eeoindex/page_c.html (accessed 10/21/2008).

COMMONWEALTH UTILIZATION TABLE

JOB CATEGORY	TOT EMPS	MIN	% MIN	STATE MIN. AVG	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	STATE FEMALE AVG	FEMALE PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	2,823	218	7.72%	6.1%	10.00%	1,165	41.27%	37.7%	52.42%	64.3	314.8
EEO GRP 2: PROFESSIONAL	15,690	1,423	9.07%	8.4%	10.00%	9,125	58.16%	57.9%	52.42%	146	0.0
EEO GRP 3: TECHNICIANS	1,752	115	6.56%	8.2%	10.00%	608	34.7%	62.9%	52.42%	60.2	310.4
EEO GRP 4: PROTECT SERV WRKR	3,350	223	6.66%	10.6%	10.00%	545	16.27%	19.8%	52.42%	112	1211.1
EEO GRP 5: PARA PROFESSIONAL	2,208	310	14.04%	8.3%	10.00%	1,708	77.36%	62.6%	52.42%	0.0	0.0
EEO GRP 6: OFFICE & CLERICAL	1,990	146	7.34%	9.3%	10.00%	1,640	82.41%	76.8%	52.42%	53	0.0
EEO GRP 7: SKILLED WORKER	2,342	136	5.81%	5.8%	10.00%	149	6.36%	5.1%	52.42%	98.2	1,078.7
EEO GRP 8: SERVICE MAINTENANCE	1,693	211	12.46%	14.7%	10.00%	629	37.15%	64.1%	52.42%	0.0	258.5
EEO GRP 9: OTHER				--	10.00%			--	52.42%		
TOTAL	31,848	2,782	8.74%		10.00%	15,569	48.89%		52.42%	402.8	1,125.8
December '08 TOTAL	31,467	2,798	8.89%		10.00%	15,439	49.06%		52.42%	348.7	1,056.1
CHANGES	381	-7	-0.15%			130	-0.17%			54.1	69.7



Utilization Goals Met



Totals



December 2008 Totals



Columns represent utilization percentages for all employers in the state



Columns represent numbers from the Commonwealth



Changes in numbers between December 2008 and June 2009

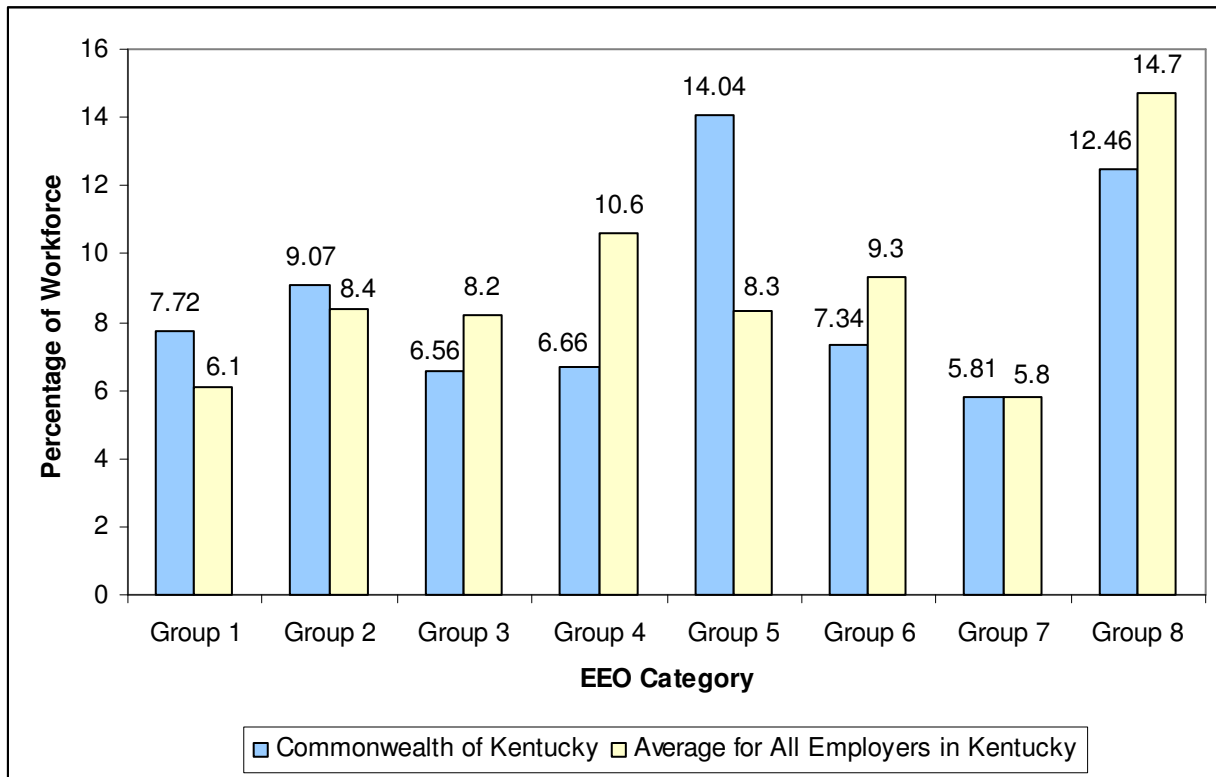
OVERALL CABINET GOAL ATTAINMENT

- **Cabinets meeting both minority and female utilization goals:⁷**
 - Economic Development Cabinet
 - Health & Family Services Cabinet
 - Personnel Cabinet
- **Cabinets meeting minority utilization goals:⁸**
 - Economic Development Cabinet (**10.64%**)
 - Health & Family Services Cabinet (**13.46%**)
 - Personnel Cabinet (**11.66%**)
- **Cabinets meeting female utilization goals:**
 - Economic Development Cabinet (**59.57%**)
 - Education Cabinet (**58.96%**)
 - General Government (**61.19%**)
 - Health & Family Services Cabinet (**79.84%**)
 - Labor Cabinet (**55.25%**)
 - Personnel Cabinet (**72.65%**)

⁷ Since the last reporting period, the number of cabinets that reach the utilization goals for both minority and female utilization has remained the same.

⁸ The Labor Cabinet was incredibly close to the minority utilization goal with 9.59%.

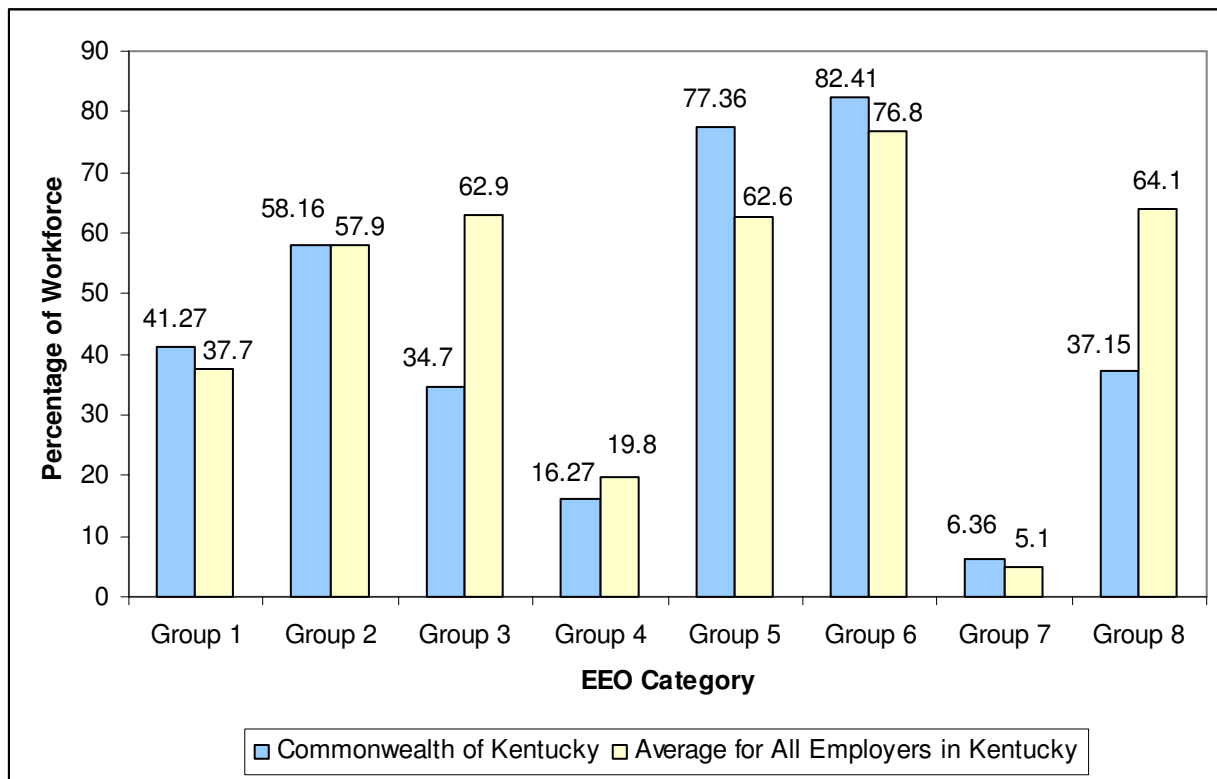
COMMONWEALTH MINORITY UTILIZATION
COMPARISON WITH KENTUCKY AVERAGE BY EEO CATEGORY⁹



- Group 1 – Officials & Administrators
- Group 2 – Professionals
- Group 3 – Technicians
- Group 4 – Protective Service Workers
- Group 5 – Paraprofessionals
- Group 6 – Office & Clerical Workers
- Group 7 – Skilled Workers
- Group 8 – Service Maintenance Workers

⁹ The overall state minority utilization by EEO Category is found on the US Census Bureau's EEO Data Tool webpage, www.census.gov/hhes/www/eoindex/page_c.html (accessed 10/21/2008).

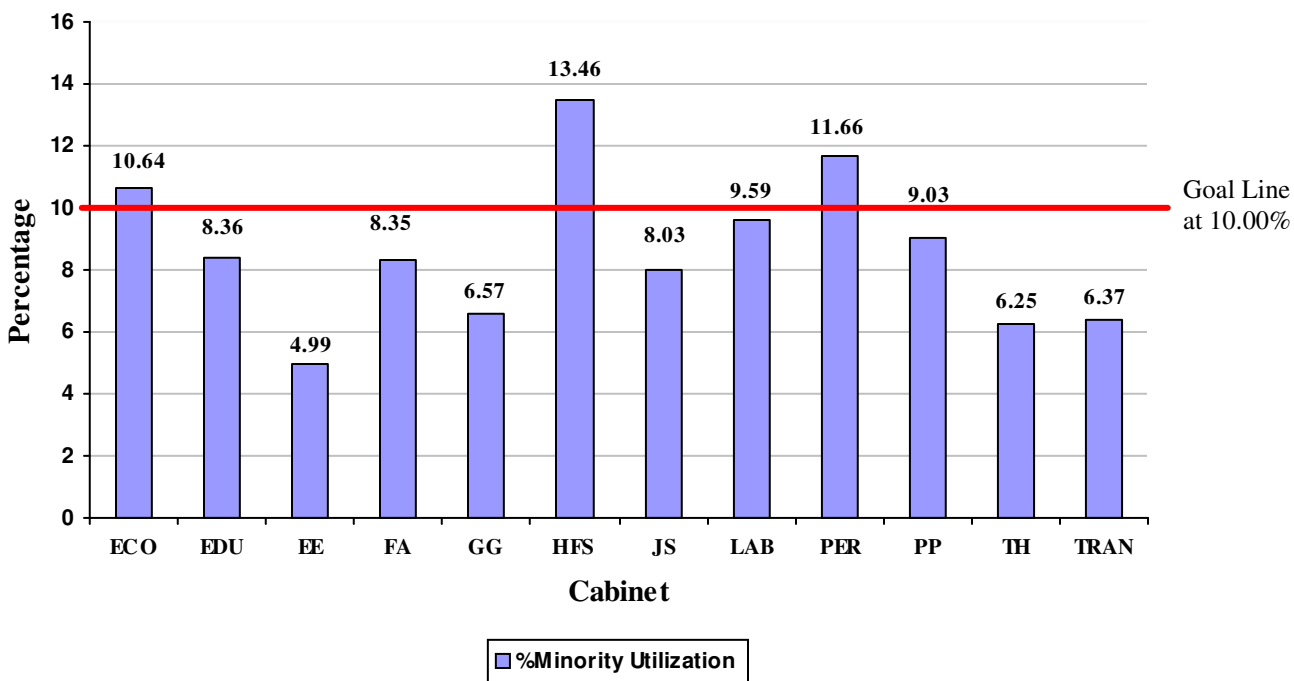
COMMONWEALTH FEMALE UTILIZATION
COMPARISON WITH KENTUCKY AVERAGE BY EEO CATEGORY¹⁰



- Group 1 – Officials & Administrators
- Group 2 – Professionals
- Group 3 – Technicians
- Group 4 – Protective Service Workers
- Group 5 – Paraprofessionals
- Group 6 – Office & Clerical Workers
- Group 7 – Skilled Workers
- Group 8 – Service Maintenance Workers

¹⁰ The overall state female utilization by EEO Category is found on the US Census Bureau's EEO Data Tool webpage, http://www.census.gov/hhes/www/eoindex/page_c.html (accessed 10/21/2008).

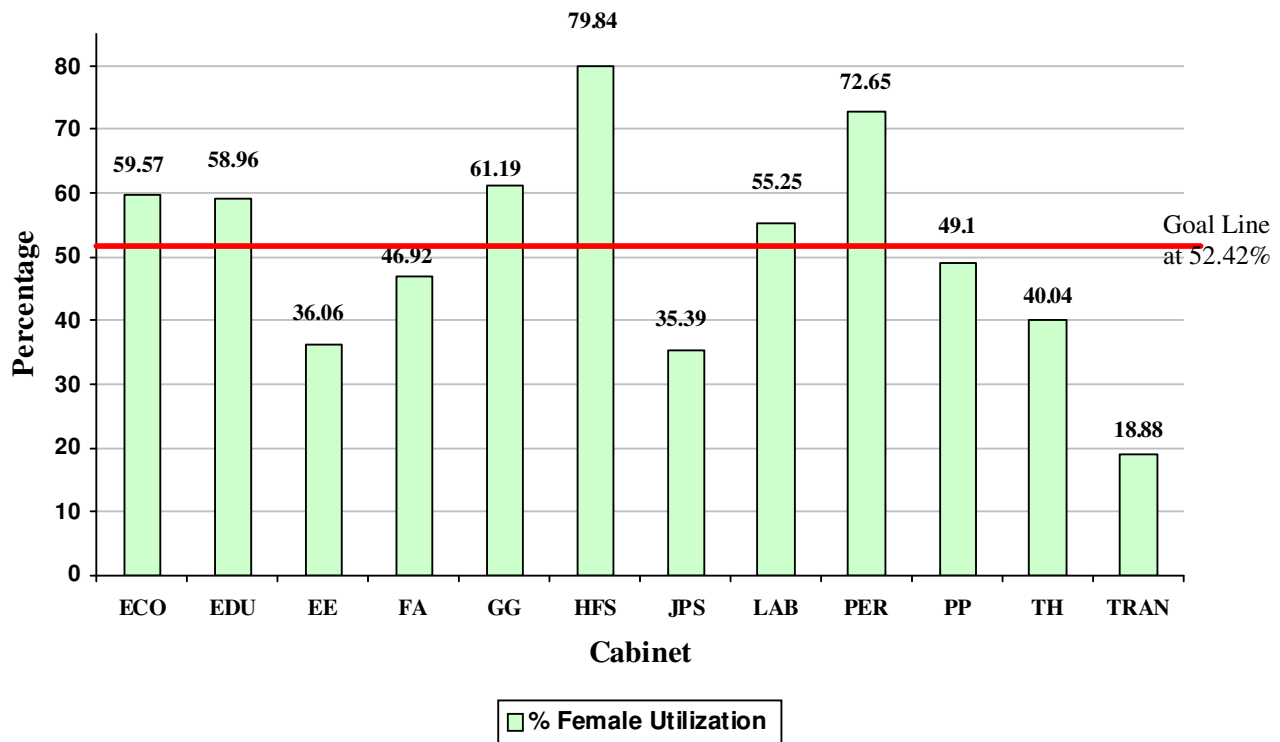
MINORITY UTILIZATION BY CABINET



CABINETS

ECO	- Economic Development
EDU	- Education & Workforce Development
EE	- Energy & Environment
FA	- Finance & Administration
GG	- General Government
HFS	- Health & Family Services
JPS	- Justice & Public Safety
LAB	- Labor
PER	- Personnel
PP	- Public Protection
TH	- Tourism, Arts & Heritage
TRAN	- Transportation

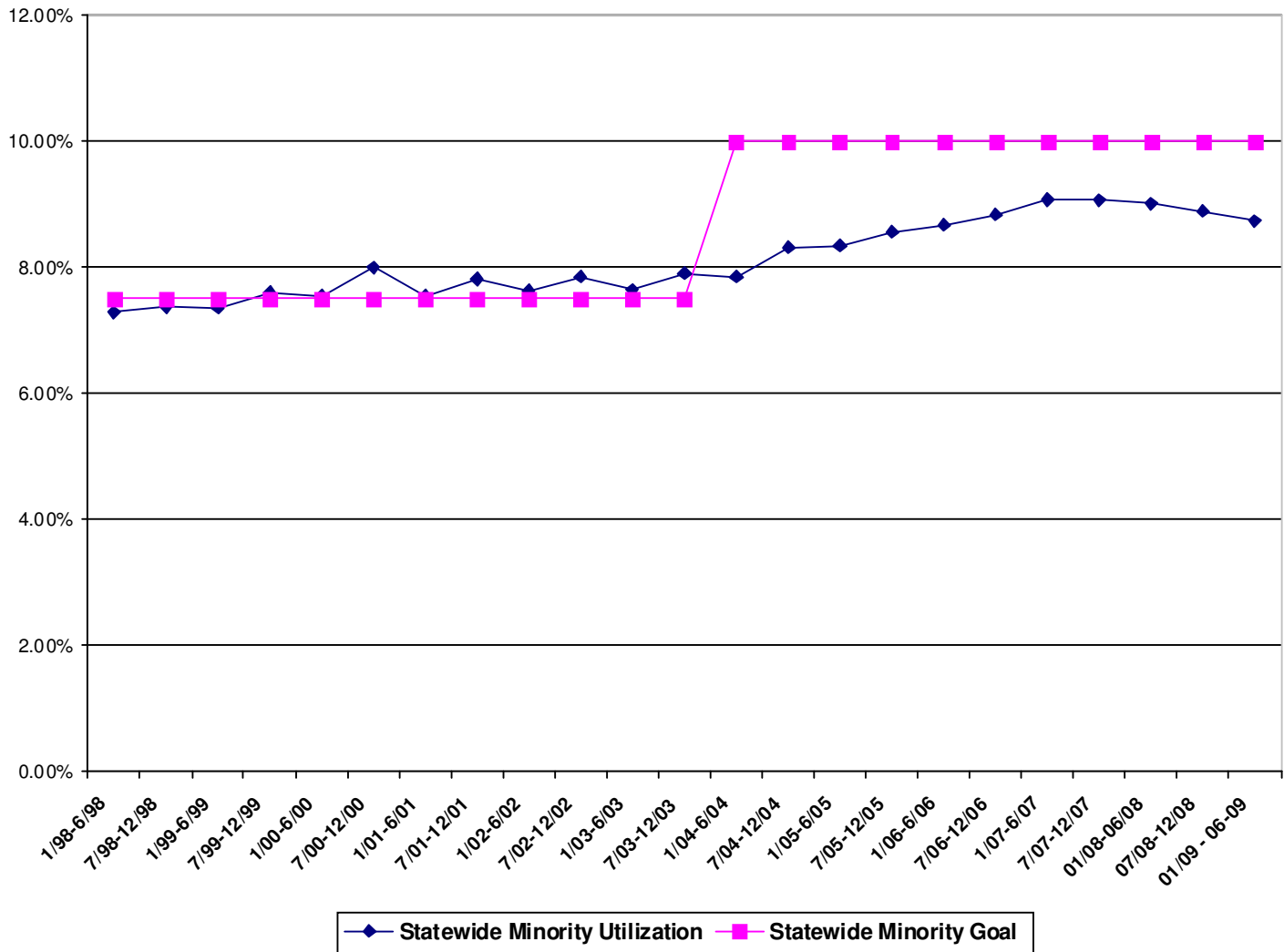
FEMALE UTILIZATION BY CABINET



CABINETS

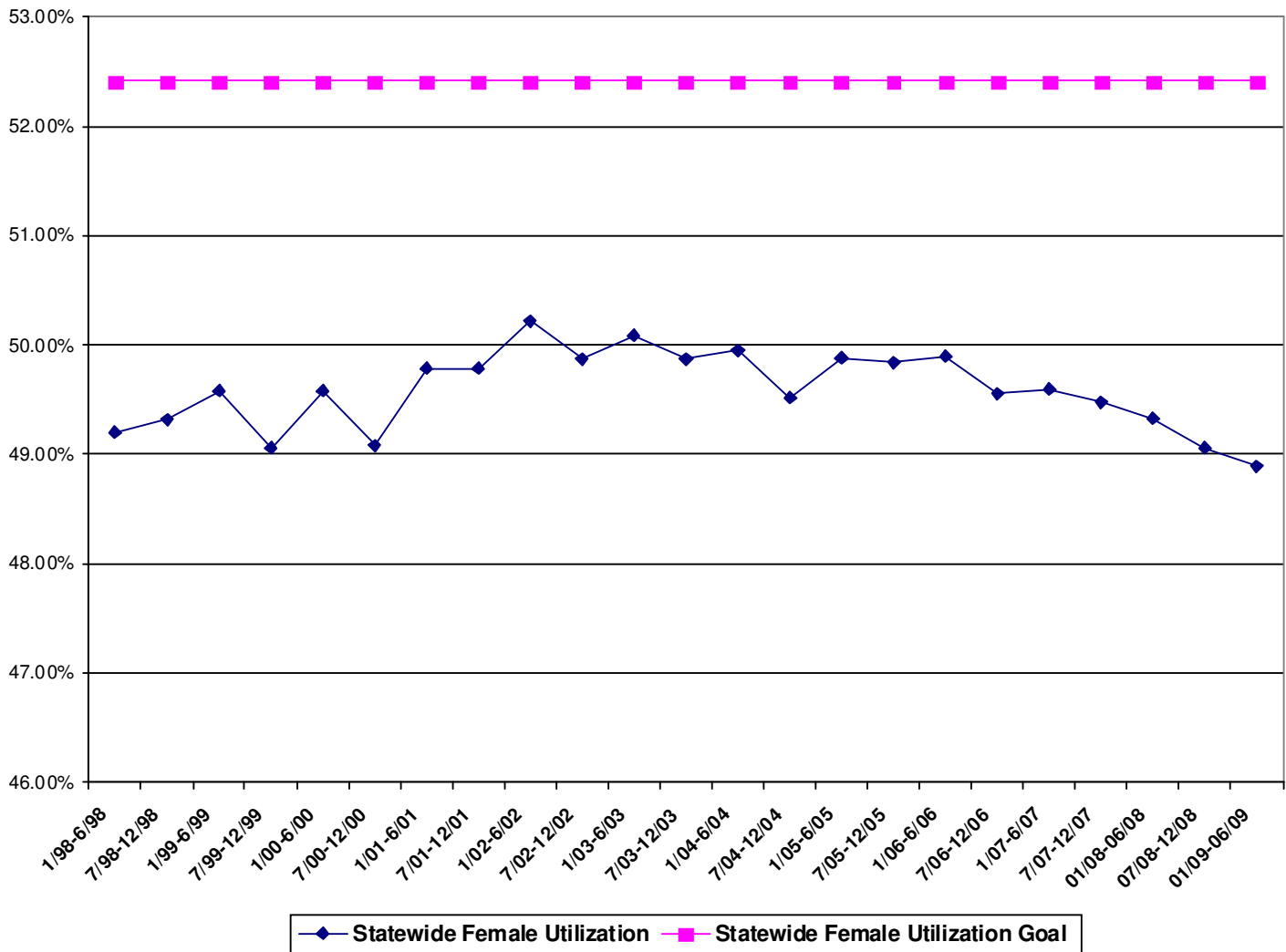
ECO	- Economic Development
EDU	- Education
EE	- Energy & Environment
FA	- Finance & Administration
GG	- General Government
HFS	- Health & Family Services
JPS	- Justice & Public Safety
LAB	- Labor
PER	- Personnel
PP	- Public Protection
TH	- Tourism, Arts & Heritage
TRAN	- Transportation

MINORITY UTILIZATION TREND FOR JANUARY 1998 – JUNE 2008



This graph illustrates the beginning of a slight decline in minority utilization beginning around January 2006 and continuing to the end of this reporting period. Before June 2006, there was a steady increase in minority utilization over six reporting periods. Even though this decline has been within in tenths and hundredths of a percentage point, the chart above suggests that no progress has been made, since January 2006, in attaining the Commonwealth's overall minority utilization goals.

FEMALE UTILIZATION TREND FOR JANUARY 1998 - JUNE 2008



This graph illustrates a steady decline in female utilization beginning around June 2006 and continuing to the end of this reporting period. Even though this decline has been within fractions of one percentage point, the chart above suggests that no progress has been made in attaining the Commonwealth's overall female utilization goals. The current percentage of female employees within state government suggests the Commonwealth has an opportunity to consider more innovative recruitment and retention techniques for female workers.

ECONOMIC DEVELOPMENT CABINET ANALYSIS

The Economic Development Cabinet is one of three cabinets within state government that met both the minority and female utilization goals.

Minority Utilization

Between January 1 and June 30, 2009, the Economic Development Cabinet saw a net increase of two employees, resulting in a total workforce of 94. Of these 94 employees, ten are minorities. These ten employees comprise 10.64% of the Economic Development Cabinet's workforce, 0.64% above the minority utilization goal of 10%. Since the last reporting period, the percentage of minority workers in the Economic Development Cabinet has decreased slightly by 0.23%.

Female Utilization

Between January 1 and June 30, 2009, the Economic Development Cabinet increased its female utilization by three employees. Of the 94 employees currently within the cabinet, 56 are female. This slight increase in employment over the last six months positively affected the percentage of female utilization (with the number of new female held positions one greater than the cabinet's net gain). Since the last reporting period, this percentage has increased 2.15% from 57.61% to 59.57%. The Economic Development Cabinet's female employment is 7.15% above the targeted female utilization goal of 52.42%.

ECONOMIC DEVELOPMENT UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	94	10	10.64%	10.00%	56	59.57	52.42%	0.0	0.0
DEC '08 TOTAL	92	10	10.87%	10.00%	53	57.61%	52.42%	0.0	0.0
CHANGES	2	0	-0.23%		3	2.15%		0	0



Utilization Goal Met

EDUCATION & WORKFORCE DEVELOPMENT CABINET ANALYSIS

Minority Utilization

Between January 1 and June 30, 2009, the Education & Workforce Development Cabinet saw a net increase of 24 positions, resulting in a total workforce of 2,656. Of these 2,656 employees, 222 are minorities. These 222 employees comprise 8.36% of the Education & Workforce Development Cabinet's workforce, 1.64% below the minority utilization goal of 10%. The minority utilization remains the same since the last reporting period. Though no progress was made in attaining the 10% utilization goal, there has been a stop in the decline of minority utilization seen over the last several reports.

Female Utilization

Between January 1 and June 30, 2009, female utilization in the Education & Workforce Development Cabinet continued to fall. Of the 2,656 employees currently within the cabinet, 1,566 are female. In the last six months, the percentage of females employed by the Education & Workforce Development Cabinet has decreased from 59.19% to 58.96%, a decline of 0.23% (and a total decline for the last fiscal year of 1.92%). Though the cabinet increased its total number of female employees by eight positions, these eight positions were merely a third of the 24 positions added this reporting period. This disproportionate figure is a factor in the overall decline in utilization. Nevertheless, the Education Cabinet remains above the targeted female utilization goal of 52.42% by 6.77%.

EDUCATION CABINET UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	2,656	222	8.36%	10.00%	1,566	58.96%	52.42%	43.6	0.0
DEC 08 TOTAL	2,632	220	8.36%	10.00%	1,558	59.19%	52.42%	43.2	0.0
CHANGES	24	2	0		8	-0.23%		0.4	0



Utilization Goal Met

ENERGY & ENVIRONMENT CABINET ANALYSIS

Minority Utilization

Between January 1 and June 30, 2009, the Energy & Environment Cabinet saw a net increase of 53 positions, resulting in a total workforce of 1,664. Of these 1,664 employees, 83 are minorities. These 83 employees comprise 4.99% of the Energy & Environment Cabinet's workforce, 5.01% below the minority utilization goal of 10%. However, since the last reporting period the percentage of minority workers in this cabinet has risen slightly. In December 2008, the Energy & Environment Cabinet had a minority utilization of 4.84%, 0.15% less than the current figure. Of the 53 positions created or filled, five were held by minorities. These five positions comprised 9.43% of all the new positions for this reporting period. This percentage of gain is slightly below the targeted utilization goal but higher than the cabinet's utilization of minorities.

Female Utilization

Of the 1,664 employees currently within the Energy & Environment Cabinet, 600 are female. Only 16.98% of the positions created or filled since the last reporting period were held by females. This percentage is well below both the cabinet's last utilization percentage and the targeted utilization goal. This disproportionate representation of females in hiring has led to a slight fall in overall cabinet female utilization. During this reporting period, though the number of female employees has risen, utilization fell from 36.69% to 36.06%.

ENERGY & ENVIRONMENT CABINET

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	1,664	83	4.99%	10.00%	600	36.06%	52.42%	83.4	272.3
DEC 08 TOTAL	1,611	78	4.84%	10.00%	591	36.69%	52.42%	83.1	253.5
CHANGES	53	5	0.15%		9	-0.63%		0.3	18.8



Utilization Goal Met

FINANCE & ADMINISTRATION CABINET ANALYSIS

Minority Utilization

Between January 1 and June 30, 2009, seven positions were eliminated or vacated in the Finance & Administration Cabinet, resulting in a total workforce of 1,737. Of these 1,737 employees, 145 are minorities. These 145 employees comprise 8.35% of the Finance & Administration Cabinet's workforce, 1.65% below the minority utilization goal of 10% and down 0.08% from the last reporting period.

Female Utilization

Of the 1,737 employees currently within the cabinet, 815 are female. Since December 2008, the percentage of females employed by the Finance & Administration Cabinet has decreased from 47.19% to 46.92%, a decline of 0.27%. Between January 2009 and June 2009, 100% of the net total positions eliminated or vacated in the Finance & Administration Cabinet were held by women. This may be responsible for the slight decrease in female utilization.

FINANCE & ADMINISTRATION UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	1,737	145	8.35%	10.00%	815	46.92%	52.42%	28.7	95.6
DEC 08 TOTAL	1,744	147	8.43%	10.00%	823	47.19%	52.42%	27.4	91.3
CHANGES	-7	-2	-0.08%		-8	-0.27%		1.3	4.3



Utilization Goal Met

GENERAL GOVERNMENT ANALYSIS

Minority Utilization

Between January 1 and June 30, 2009, nine positions were eliminated or vacated within the General Government, resulting in a total workforce of 2,739. Of these 2,739 employees, 180 are minorities. These 180 employees comprise 6.57% of the General Government's workforce, an increase of 0.17% from the previous reporting period but still 3.43% below the minority utilization goal of 10%.

Female Utilization

Of the 2,739 employees currently within the cabinet, 1,676 are female. Since the last reporting period, the percentage of females employed by the General Government has increased from 60.77% to 61.19%, an improvement of 0.42%. The General Government's female utilization is 8.77% above the targeted utilization goal for female employment.

GENERAL GOVERNMENT UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	2,739	180	6.57%	10.00%	1,676	61.19%	52.42%	93.9	0
DEC 08 TOTAL	2,748	176	6.4%	10.00%	1,670	60.77%	52.42%	98.8	0
CHANGES	-9	4	0.17%		6	0.42%		-4.9	0



Utilization Goal Met

HEALTH & FAMILY SERVICES CABINET ANALYSIS

The Health & Family Services Cabinet is one of three cabinets within state government that met both the minority and female utilization goals.

Minority Utilization


The Health & Family Service Cabinet continues to exceed the minority utilization goal despite a decrease in minority employment by three positions. The Health & Family Services Cabinet minority utilization is 13.46%, 3.46% greater than the 10% goal. Of the 7,132 employees within the cabinet (an increase of 96 from the previous reporting period), 960 are minorities. Although this is down 0.23% from December 2008, it remains the highest percentage of minority employees within state government.

Female Utilization

The Health & Family Service Cabinet continues to increase its female utilization. The Health & Family Services Cabinet exceeds the female utilization goal by 27.42%. Of the 7,132 employees within the cabinet, 5,694 are females. Of the 96 positions created or filled since the beginning of the calendar year, 90 (93.75%) were held by females.

HEALTH & FAMILY SERVICES CABINET UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	7,132	960	13.46%	10.00%	5,694	79.84%	52.42%	0.0	0.0
DEC 08 TOTAL	7,036	963	13.69%	10.00%	5,604	79.65%	52.42%	0.0	0.0
CHANGES	96	-3	-0.23%		90	0.19%		0.0	0.0

	Utilization Goal Met
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JUSTICE & PUBLIC SAFETY CABINET ANALYSIS

Minority Utilization

Between January 1 and June 30, 2009, the Justice & Public Safety Cabinet saw a net increase of 71 positions, resulting in a total workforce of 7,956 employees. Of these 7,956 employees, 639 are minorities. These 639 employees comprise 8.03% of the Justice & Public Safety Cabinet's workforce, 1.97% below the minority utilization goal of 10%. In December 2008, the Justice & Public Safety Cabinet had a minority utilization of 8.27%, 0.02% greater than the current figure. Although the overall cabinet workforce increased by 71 employees, a net total of 13 minority held positions were eliminated or vacated, thus resulting in the decline in utilization.

Female Utilization

Of the 71 positions created or filled in the Justice & Public Safety Cabinet since the last reporting period, three are held by females. This has resulted in a total female employment of 2,816. In the last six months, the percentage of females employed by the Justice & Public Safety Cabinet has decreased from 35.68% to 35.39%, a decline of 0.29%. The disproportionate number of female held positions added (4.23%) contributed to this slight decrease in female utilization.

JUSTICE & PUBLIC SAFETY CABINET UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	7,956	639	8.03%	10.00%	2,816	35.39%	52.42%	156.6	1,354.5
DEC 08 TOTAL	7,885	652	8.27%	10.00%	2,813	35.68%	52.42%	136.5	1,320.4
CHANGES	71	-13	-0.24%		3	-0.29%		20.1	34.1



Utilization Goal Met

LABOR CABINET ANALYSIS

Minority Utilization

Between January 1 and June 30, 2009, the Labor Cabinet increased its workforce by five positions, resulting in a total workforce of 438 employees. Of these 438 employees, 42 are minorities. These 42 employees represent 9.59% minority utilization, just 0.41% below the minority utilization goal of 10% and a decline of 0.11% since the last reporting period. The Labor Cabinet, however, continues to be on the cusp of reaching the minority utilization goal, which would result in a fourth cabinet attaining both minority and female utilization.

Female Utilization

Of the 438 employees within the Labor Cabinet, 242 females are females. These 242 employees represent 55.25% of the cabinet's total workforce. The addition of six female held positions increased the female utilization by 0.75% since the previous reporting period. This percentage of female employment is 2.83% above the Commonwealth's goal of 52.42%.

LABOR CABINET UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	438	42	9.59%	10.00%	242	55.25%	52.42%	1.8	0.0
DEC 08 TOTAL	433	42	9.7%	10.00%	236	54.5%	52.42%	1.3	0.0
CHANGES	5	0	-0.11%		6	0.75%		0.5	0



Utilization Goal Met

PERSONNEL CABINET ANALYSIS

The Personnel Cabinet is one of three cabinets within state government that met both the minority and female utilization goals.

Minority Utilization


Between January 1 and June 30, 2008, the Personnel Cabinet saw a net increase of eight positions, resulting in a total workforce of 223 employees. Of these 223 employees, 26 are minorities. These 26 minority employees comprise 11.66% of the Personnel Cabinet's workforce, exceeding the minority utilization goal of 10% by 1.66%. This is an increase of 0.5% from the last reporting period.

Female Utilization

Between January 1 and June 30, 2009, the number of females employed with the cabinet increased by four positions (only 50% of the total number of new hires), resulting in a slight fall in female utilization from 73.49% to 72.65%. Nevertheless, the Personnel Cabinet exceeds the female utilization goal of 52.42% by 20.23%.

PERSONNEL CABINET UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	223	26	11.66%	10.00%	162	72.65%	52.42%	0.0	0.0
DEC '08 TOTAL	215	24	11.16%	10.00%	158	73.49%	52.42%	0.0	0.0
CHANGES	8	2	0.5%		4	-0.84%		0	0

	Utilization Goal Met
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PUBLIC PROTECTION CABINET ANALYSIS

Minority Utilization

Between January 1 and June 30, 2009, the Public Protection Cabinet saw an increase in employment by 11 positions, resulting in a total workforce of 642 employees. Of these 642 employees, 58 are minorities. The Public Protection Cabinet has a minority utilization of 9.03%. This is an increase of 1.11% from the last reporting period. This percentage of utilization is only 0.97% below the targeted goal of 10%. Of the 11 positions created or filled, eight (72.73%) were held by minorities. This larger percentage of minority hires results in this major increase in minority utilization.

Female Utilization

Of the 642 employees within the Public Protection Cabinet, 269 are females. These 269 employees represent 41.9% of the cabinet's total workforce. This current female utilization percentage is 1.33% greater than the previous reporting period. Nevertheless, this percentage of female employment is 10.52% below the Commonwealth's goal of 52.42%.

PUBLIC PROTECTION CABINET UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	642	58	9.03%	10.00%	269	41.9%	52.42%	6.2	67.6
DEC 08 TOTAL	631	50	7.92%	10.00%	256	40.57%	52.42%	13.1	74.8
CHANGES	11	8	1.11%		13	1.33%		-6.9	6.9



Utilization Goal Met

TOURISM, ARTS & HERITAGE CABINET ANALYSIS

Minority Utilization

Between January 1 and June 30, 2009, 30 positions were eliminated or vacated in the Tourism, Arts & Heritage Cabinet, resulting in a total workforce of 2,048. Of these 2,048 employees, 128 are minorities. These 128 employees comprise 6.25% of the Tourism, Arts & Heritage Cabinet's workforce, 3.75% below the minority utilization goal of 10%. Of the 30 positions eliminated or vacated, minority employees held six (20%). This may have contributed to the slight decline in minority utilization.

Female Utilization

Between January and June 2009, 86.67% of the positions eliminated or vacated in the Tourism, Arts & Heritage Cabinet were held by females. Of the 2,048 employees currently within the cabinet, only 820 are female. Because of this high proportion of female held positions being eliminated or vacated, female utilization has decreased from 40.71% to 40.04% over the past six months. The Tourism, Arts & Heritage Cabinet is 12.38% below the targeted female utilization goal of 52.42%.

TOURISM & HERITAGE CABINET UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	2,048	128	6.25%	10.00%	820	40.04%	52.42%	76.8	253.6
DEC 08 TOTAL	2,078	134	6.45%	10.00%	846	40.71%	52.42%	73.8	243.3
CHANGES	-30	-6	-0.20%		-26	-0.67%		3	10.3



Utilization Goal Met

TRANSPORTATION CABINET ANALYSIS

Minority Utilization

Between January 1 and June 30, 2009, 157 positions were added to the Transportation Cabinet, resulting in a total workforce of 4,519. Of these 4,519 employees, 288 are minorities. These 288 employees comprise 6.37% of the Transportation Cabinet's workforce, 3.63% below the minority utilization goal of 10%. Since the last reporting period, the percentage of minority workers in the Transportation Cabinet has fallen. In December 2008, the Transportation Cabinet had a minority utilization of 6.92%, 0.55% greater than the current figure. Though the Transportation Cabinet gained 157 employees, there was a loss of 14 minority workers. This contributed to the decrease in the Transportation Cabinet's minority utilization.

Female Utilization

Between January and June 2009, only 22 of the 157 new hires were women. Of the 4,519 employees at Transportation, 853 are females. These 853 employees represent 18.88% of the Transportation Cabinet's workforce, 33.54% below the female utilization goal of 52.42%.

TRANSPORTATION CABINET UTILIZATION TABLE

	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL	# MIN NEEDED	# FEMALE NEEDED
TOTAL	4,519	288	6.37%	10.00%	853	18.88%	52.42%	163.9	1,515.9
DEC 08 TOTAL	4,362	302	6.92%	10.00%	831	19.05%	52.42%	134.2	1,455.6
CHANGES	157	-14	-0.55%		22	-0.17%		29.7	60.3



Utilization Goal Met

APPENDIX 1.

EEO Job Category Definitions

Group 1. Officials and Administrators: Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, direct individual departments or special phases of the agency's operations, or provide specialized consultation on regional, district or area basis. Includes: Department heads, directors, assistant directors, branch managers, environmental health program administrators, controllers, examiners, wardens, network engineers, resort park managers, police and fire chiefs, inspections and kindred workers.

Group 2. Professionals: Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: Personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dieticians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, correctional captains, health policy assistants and other kindred workers.

Group 3. Technicians: Occupations which require a combination of basic scientific or technical knowledge with manual skill which can be obtained through specialized post secondary school education or through equivalent on the job training. Includes: Computer programmers and operators, draftsmen, surveyors, licensed practical nurses, photographers, radio operators, mine inspectors, programmers, systems engineer IT, highway technicians, technicians (medical, dental, electronic, physical sciences), administrative specialist I, inspectors and kindred workers.

Group 4. Protective Service Workers: Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: Correctional officers, fire fighters, KVE inspector, facilities security officers, state park rangers, detectives, Occupational Safety and Health Administration, (OSHA), safety consultants, hazardous device investigators, wildlife and boating law enforcement officers and kindred workers.

Group 5. Paraprofessionals: Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion under a "new careers" concept. Includes: Administrative assistants, family support specialists, laboratory aids, revenue examiners, medical aids, child support workers, youth workers, museum guides, house parents, fish and wildlife technicians and kindred workers.

Group 6. Office and Clerical: Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information, and other paper work required in an office. Includes: Administrative secretaries, bookkeepers, messengers, office machine operators, clerk-typists, stenographers, data entry operators, communication dispatchers, office managers, postal technicians, rehabilitation care aids, offender information specialists and kindred workers.

Group 7. Skilled Worker: Manual workers of relatively high level (precision production and repair) having a full and comprehensive knowledge of the process involved in their work. Exercise considerable independent judgment and usually received an extensive period of training. Includes: mechanics and repair people, electricians, heavy equipment operators, highway superintendents, carpenters, HVAC inspectors, locksmiths, correctional farm managers, fisheries biologists and kindred workers.

Group 8. Service/Maintenance: Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: Cooks, equine workers, elevator inspectors, highway equipment operators, janitors, laborers, laundry workers, park workers, patient aides, stores workers, veterans cemetery caretakers and kindred workers.